

To: devitom@niehs.nih.gov[devitom@niehs.nih.gov]
From: Lowit, Anna
Sent: Wed 9/23/2015 8:01:49 PM
Subject: FW: Upcoming ESEH Meeting
[ESEH Interindividual Variability Agenda Book.pdf](#)
[Permission Form.docx](#)

Hey mike

Have you heard anything about a possible government shut down effecting this meeting? I was told if the government shuts down, I can't show up on the 1st.

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From: Maeda, P. Kanoko [mailto:PMaeda@nas.edu]
Sent: Wednesday, September 23, 2015 3:29 PM
Cc: Shelton-Davenport, Marilee; Sawyer, Keegan; Boyle, Elizabeth; McGovern, Brendan
Subject: Upcoming ESEH Meeting

Dear ESEH Invited Speakers and Discussants,

Thank you so much for your participation in next week's Emerging Science for Environmental Health Decisions meeting, [Interindividual Variability: New Ways to Study and Implications for Decision-Making](#), which will take place **September 30 – October 1, 2015** at the **Keck Center** at **500 5th Street, NW, Washington, DC**. Below is information regarding presentation preparation, reimbursements, and hotel reservations.

September 30: Workshop Day 1, 9:00am – 5:00pm

September 30: Dinner for speakers, discussants and committee members, 5:45pm

October 1: Workshop Day 2, 8:30am – Noon

1) Please review the attached agenda book which includes the latest agenda, biographies, suggested readings, and travel information. *Please note that we have now included the speakers on the panels so they can engage with the fellow decision-making panelists about the use of their type of research in decision-making, but the questions will be directed at the panelists involved in decision making. If you have concerns, let us know.

2) If you have not already, please fill out and return the attached Academies permission form so we can share your presentation via webcast and have it archived on our website. This form was written by lawyers so it covers a multitude of possibilities, but our plan is to post the presentations on the website and use selected figures in the meeting summary. If you want to remove certain figures before the file is posted, that's fine, just send us a new file.

3) As you prepare your presentations, please allow 5 minutes at the end of your talk for questions and answers.

4) Please send myself or Marilee your presentation ***by Tuesday noon if at all possible***, so we can upload them to our server and make sure the file is compatible with our system. Feel free to send them as Adobe PDF files or PowerPoint slides. If you can send a draft slide set earlier, your fellow speakers and panelists would appreciate the chance to review them in advance.

5) As we receive presentations, they will be posted in this folder for viewing by other speakers and panelists (this folder will not be public)

<https://drive.google.com/open?id=0B6Pq0IFe5Gy4RkZpWlh6MDA5Qms>

6) OTHER FINAL LOGISTICS

●■■■■■■■■ Non-local speakers and discussants have reservations at *two different hotels* for this meeting. Please review the rooming lists below to check which hotel you will be staying at.

NOTE: NAS can provide full reimbursement for taxi services to and from the meeting.

●■■■■■■■■ Our funders have new rules regarding reimbursement. Changes include:

○ We will no longer be providing catered lunch and breakfast. Both hotels provide a complimentary breakfast, and participants can purchase lunch at the cafeteria on the 3rd of the NAS building (reimbursements provided at per diem).

○ Receipts required for ALL expenses you are requesting reimbursement for.

○ Decrease in per diem from \$71 to \$53 for all travel days and the second day of the meeting (September 29th and October 1st).

○ [Click here](#) for more information regarding meal and travel reimbursements.

●■■■■■■■■ For the dinner on the evening of the 30th, participants will need to purchase their meals separately, however we will reimburse at per diem following the workshop. The restaurant has asked that all participants bring cash to speed up the payment process. Dinner will cost around \$36, alcohol not provided or reimbursed.

i. **NOTE:** If you did not let me know if you were attending dinner through our participant survey or via email, please do so at your earliest convenience.

The Normandy Hotel Rooming List

First Name	Last Name	Arrival Date	Departure Date	Confirmation Number
GINA	SOLOMON	Sep-29-2015	Oct-01-2015	64966877
MICHAEL	YUDELL	Sep-29-2015	Oct-01-2015	64966895
JOSHUA	MILLSTEIN	Sep-29-2015	Oct-01-2015	64985119

Fairfield Inn & Suites Rooming List

First Name	Last Name	Arrival Date	Departure Date	Confirmation Number
DAVID	THREADGILL	Sep-29-2015	Oct-01-2015	80607490
BARBARA	WETMORE	Sep-29-2015	Oct-01-2015	80606994
CHERYL LYN	WALKER	Sep-29-2015	Oct-01-2015	80264064

IVAN	RUSYN	Sep-29-2015	Oct-01-2015	80263336
ANA	NAVAS-ACIEN	Sep-30-2015	Oct-01-2015	80262482
CAROLYN J	MATTINGLY	Sep-30-2015	Oct-01-2015	80261712
WILLIAM H	FERLAND	Sep-29-2015	Oct-01-2015	80261104
LAUREN	ZEISE	Sep-29-2015	Oct-01-2015	80260532
HELMUT	ZARBL	Sep-29-2015	Oct-01-2015	80260078
JOYCE S	TSUJI	Sep-29-2015	Oct-01-2015	80259395
JOEL	SCHWARTZ	Sep-30-2015	Oct-01-2015	80258642
JASON	RICHARDSON	Sep-29-2015	Oct-01-2015	80257689
GARY	GINSBERG	Sep-29-2015	Oct-01-2015	80257053
JON	COOK	Sep-29-2015	Oct-01-2015	80256235
FRED	WRIGHT	Sep-30-2015	Oct-01-2015	80254992
TERRY	GORDON	Sep-29-2015	Sep-30-2015	80249703

P. Kanoko Maeda

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